

Part 1 General

1.1 MINIMUM STANDARDS

- .1 Materials shall be new and work shall conform to the minimum applicable standards of the Canadian General Standards Board, the Canadian Standards Association, the National Building Code of Canada 2010 (NBC) and all applicable Provincial and Municipal codes. In the case of conflict or discrepancy the most stringent requirement shall apply.

1.2 PRECEDENCE

1.3 SITE LOCATES AND CLEARANCE NUMBERS

- .1 Be responsible for all costs associated with obtaining site locates or clearance numbers for all utilities within the work area, including those utilities considered privately owned.
- .2 Engage the services of private locator firm to undertake the private locates. All known locations of Federal underground utilities (“private utilities”) are indicated in the contract documents.
- .3 Provide copies of written correspondence from each respective underground utility agencies pertaining to their utility locates or work site clearance numbers.

1.4 TAXES

- .1 Pay all taxes properly levied by law (including Federal, Provincial and Municipal).

1.5 FEES, PERMITS, AND CERTIFICATES

- .1 Pay all fees and obtain all permits. Provide authorities with plans and information for acceptance certificates. Provide inspection certificates as evidence that work conforms to requirements of Authority having jurisdiction.

1.6 FIRE SAFETY REQUIREMENTS

- .1 Comply with the National Building Code of Canada 2010 (NBC) for fire safety in construction and the National Fire Code of Canada 2010 (NFC) for fire prevention, fire fighting and life safety in building in use.

1.7 HAZARDOUS MATERIALS

- .1 Comply with the requirements of the Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and the provision of Material Safety Data Sheets (MSDS) acceptable to Human Resources Development Canada, Labour Program.
- .2 For work in occupied buildings give the Departmental Representative 48 hours notice for work involving designated substances (Ontario Bill 208), hazardous substances (Canada Labour Code Part II Section 10)

1.8 WELDING AND CUTTING

- .1 At least 48 hours prior to commencing cutting or welding, provide to Departmental Representative:

- .1 Completed welding permit.
- .2 Return welding permit to Departmental Representative immediately upon completion of procedures for which permit was issued.
- .3 A firewatcher shall be assigned when welding or cutting operations are carried out in areas where combustible materials within 10m may be ignited by conduction or radiation.

1.9 FIELD QUALITY CONTROL

- .1 Carry out Work using qualified licensed workers or apprentices in accordance with Provincial Act respecting manpower vocational training and qualification.
- .2 Permit employees registered in Provincial apprenticeship program to perform specific tasks only if under direct supervision of qualified licensed workers.
- .3 Determine permitted activities and tasks by apprentices, based on level of training attended and demonstration of ability to perform specific duties.

1.10 TEMPORARY UTILITIES

- .1 Existing services required for the work, are not to be used by the Contractor. Contractor responsible to supply all portable generators as required to meet all power requirements of the equipment and machinery required to undertake the work.
- .2 All water requirements for execution of this contract are the responsibility of the contractor to provide from off-site sources.

1.11 REMOVED MATERIALS

- .1 Unless otherwise specified, materials for removal become the Contractor's property and shall be taken from site.

1.12 PROTECTION

- .1 Protect adjacent work against the spread of dust and dirt beyond the work areas.
- .2 Protect finished work against damage until take-over.
- .3 Protect operatives and other users of site from all hazards.

1.13 HOARDING

- .1 Erect temporary site enclosure around work site, including excavations.
- .2 Hoarding to be in full compliance with requirements of the Ontario Health and Safety Act and Regulations - 1990 (OHSa).
 - .1 Hoarding around the work site shall consist of: new 1.2m high snow fence wired to rolled steel "T" bar fence posts spaced at 2.4m o.c. complete with 2x4 lumber support for top of fence.
 - .2 In accordance with OHSa, where required, provide 1.8m high sturdy fence to protect personnel from hazards.
- .3 Keep site fenced off at all times from general public. Only remove portion of fence to provide opening to site to accommodate access, minimize duration of opening, and immediately close when not required.
- .4 Ensure site is fully enclosed when work force is not on site.
- .5 Continually monitor condition of hoarding and make good repairs.

1.14 USE OF SITE AND FACILITIES

- .1 Execute work with least possible interference or disturbance to the normal use of premises. Make arrangements with Departmental Representative to facilitate work as stated.
- .2 Maintain existing services to building and provide for personnel and vehicle access, including emergency vehicles.
- .3 Maintain vehicle and pedestrian access, including emergency vehicles to and from the site.
- .4 Where security is reduced by work provide temporary means to maintain security.

1.15 SANITARY FACILITIES

- .1 Provide sanitary facilities for work force in accordance with governing regulations and ordinances.
- .2 Post notices and take precautions as required by local health authorities. Keep area and premises in sanitary condition.
- .3 Location of portable facility to be approved by Departmental Representative on site.

1.16 SITE STORAGE

- .1 Storage and stockpile areas shall be equipped and maintained by the contractor.
 - .1 Storage and stockpile areas are to be contained entirely within the laydown/work area indicated.
 - .2 Contractor employee parking shall be contained within the indicated laydown/work area
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Move stored products or equipment, which interfere with operations of Departmental Representative or other contractors.
- .4 Obtain and pay for use of additional storage or work areas needed for operations.

1.17 CUT, PATCH AND MAKE GOOD

- .1 Cut existing surfaces as required to accommodate new work.
- .2 Remove all items so shown or specified.
- .3 Patch and make good surfaces cut, damaged or disturbed, to Departmental Representative's approval. Match existing material, colour, finish and texture.

1.18 EXAMINATION

- .1 Examine site and conditions likely to affect work and be familiar and conversant with existing conditions.

1.19 SIGNS

- .1 Provide common-use signs related to traffic control, information, instruction, use of equipment, public safety devices, etcetera, in both official languages or by the use of commonly understood graphic symbols to the Departmental Representative's approval.

- .2 No advertising will be permitted on this project.

1.20 ACCESS AND EGRESS

- .1 Design, construct and maintain temporary "access to" and "egress from" work areas, including stairs, runways, ramps or ladders, independent of finished surfaces and in accordance with relevant municipal, provincial and other regulations.

1.21 BUILDING SMOKING ENVIRONMENT

- .1 Smoking is not permitted in the Building. Obey smoking restrictions on building property.

1.22 DUST CONTROL

- .1 Prevent the spread of dust for the protection of workers, finished areas of work and public.

1.23 TESTING LABORATORY SERVICES

- .1 Departmental Representative will appoint and pay for costs of inspection and testing services, unless indicated otherwise.
- .2 Provide safe working areas and assist with testing procedures, including provisions for materials or services and co-ordination, as required by testing agency and as authorized by Departmental Representative.
- .3 Where tests indicate non-compliance with specifications, contractor to pay for initial test and all subsequent testing of work to verify acceptability of corrected work.

1.24 SCHEDULING

- .1 On award of contract submit bar chart construction schedule for work, indicating anticipated progress stages within time of completion. When schedule has been reviewed by the Departmental Representative, take necessary measures to complete work within scheduled time. Do not change schedule without notifying Departmental Representative.
- .2 Carry out work during "regular hour" Monday to Friday from 07:00 to 18:00 hours, unless otherwise indicated.
- .3 Carry out the following work during "off hours", as defined as Monday to Friday from 18:00 to 07:00 hours and anytime on Saturdays, Sundays, and statutory holidays:
 - .1 Building service interruptions.
 - .2 Connections of new water main to live water mains.
- .4 Give the Departmental Representative 96 hours notice for work to be carried out during "off hours".

1.25 IMPLEMENTATION RESTRICTIONS

- .1 Following work shall be completed within **twelve (12) weeks** of award of contract:
 - .1 All work associated with installation of new pump station structure, hydro duct bank, mechanical and electrical components in both the new station and building #405, including associated reinstatement as follows:
 - .1 Roadways up to and including compacted granular base.
 - .2 All other (grass) areas up to and including final sub grade level, graded free of trip hazards

- .2 Following work shall be completed within **sixteen (16) weeks** of award of contract:
 - .1 All new watermain installation Line 0, Line 1, Line 4, Line 5, in their entirety, including all line valves, hydrants and building service connections;
 - .1 Roadway areas up to and including final grading, including base and wear course asphalt.
 - .2 All other areas up to and including final grading, including topsoil and sod.
- .3 Following work shall be completed within **twenty (20) weeks** of award of contract:
 - .1 All new watermain installation Line 2, Line 3 and Line 6, in their entirety, including new TVS & chamber/ connection to municipal watermain, two R4 meter chambers with fireline meters and all line valves;
 - .2 Start-up and commissioning of new pump station
 - .3 All removals and demolition of existing meter chamber, pump chamber and equipment, including associated reinstatement as follows:
 - .1 Roadways up to and including up to and including aggregate wear course asphalt.
 - .2 All other areas up to and including final grading, including topsoil and sod.
- .4 Prior to commencing work on Line 6, including demolition and removals, the new pump station must be fully commissioned and operational, supplied by Line 1.

1.26 STAGING PLAN

- .1 Submit to Departmental Representative for review and approval, a Staging Plan that outlines work stages in compliance with specified implementation restrictions and in accordance with submitted schedule. Once approved by the Departmental Representative, do not make changes to specified stages without prior written approval of Departmental Representative. Any proposed changes to the Phasing Plan will require a minimum of 7 days advanced notice. Do not work in staging areas outside of indicated times

1.27 TRAFFIC MANAGEMENT PLAN

- .1 Submit to Departmental Representative for review and approval, a Traffic Management Plan.
 - .1 Traffic Management Plan to clearly illustrate how vehicle, including emergency vehicles, and pedestrian access are to be maintained to buildings and site at all times during duration of this contract.
 - .2 Once approved by the Departmental Representative, do not make changes to specified phasing without prior written approval of Departmental Representative. Any proposed changes to the Traffic Management Plan will require a minimum of 7 days advanced notice.

1.28 COST BREAKDOWN

- .1 Before submitting first progress claim submit breakdown of Contract Amount in detail as directed by Departmental Representative and aggregating the Contract Amount. After approval by Departmental Representative cost breakdown will be used as the basis of progress payments.

Part 2 Products

2.1 NOT USED

Part 3 Execution

3.1 NOT USED

END OF SECTION

PART 1 – GENERAL

1.1 REGULATORY REQUIREMENTS

.1 An investigation into the presence of designated substances at the RCMP TPOF Site, 1426 St-Joseph Boulevard, Ottawa, Ontario, was performed in order to meet the requirements of the Canada Labour Code under Part II, section 124 which stipulates that every employer shall ensure that the health and safety at work of every person employed by the employer is protected and those employees are made aware of every “known or foreseeable health or safety hazard” in the work environment. Also, it was performed to meet the requirements of Section 30 of the *Ontario Occupational Health and Safety Act, Revised Statutes of Ontario, 1990, Chapter 0.1*. By having a Designated Substances Report (DSR) conducted, the Departmental Representative will be able to inform his or her employees, contractors, and tenants of any designated substances that may be present and possibly disturbed throughout the duration of the project. The informed Departmental Representative will then be able to impose appropriate health and safety precautions for all applicable personnel as required. The *Guide to Green Government* sets out the policy requirements for the federal government to meet or exceed federal environmental statutes and regulations, and the emulation of best practices from the public and private sector. Within the *Guide to Green Government*, pollution prevention efforts are required in federal projects. Pollution prevention is defined as the use of processes, practices, materials, products or energy that avoid or minimize the creation of pollutants and waste, and reduce overall risk to human health and environment. These policies must be adhered to throughout the duration of the Water Distribution System Replacement Project at the RCMP TPOF Site.

.2 The designated substances identified in the *Occupational Health and Safety Act* and its corresponding regulations are:

- .1 **Acrylonitrile:** “Designated Substance – Acrylonitrile” *O.Reg 835* (as amended by *O.Reg 490/09*)
- .2 **Arsenic:** “Designated Substance – Arsenic” *O.Reg 836* (as amended by *O.Reg 490/09*)
- .3 **Asbestos**
 - .1 “The Regulation Respecting Asbestos” *O.Reg 837* (as amended by *O.Reg 490/09*)
 - .2 “General – Waste Management” *O.Reg 347* (as amended by *O.Reg 337/09*)
 - .3 “Designated Substance – Asbestos on Construction Projects and in Buildings and Repair Operations”

- O.Reg 278/05 (as amended by
O.Reg 493/09)*
- .4 *PWGSC Departmental Policy DP
057 – “Asbestos Management”*
- .4 **Benzene:** “Designated Substance –
Benzene” *O.Reg 839 (as amended by
O.Reg 490/09)*
- .5 **Coke Oven Emissions:** “Designated
Substance – Coke Oven Emissions” *O.Reg
840 (as amended by O.Reg 490/09)*
- .6 **Ethylene Oxide:** “Designated Substance –
Ethylene Oxide” *O.Reg 841 (as amended by
O.Reg 490/09)*
- .7 **Isocyanates:** “Designated Substance –
Isocyanates” *O.Reg 842 (as amended by
O.Reg 490/09)*
- .8 **Lead:**
- .1 “Designated Substance – Lead”
*O.Reg 843 (as amended by O.Reg
490/09)*
- .2 “General – Waste Management”
*O.Reg 347 (as amended by O.Reg
337/09)*
- .3 Hazardous Products Act’s
*Regulations Amending the Surface
Coating Materials Regulations
SOR/2010-224*
- .9 **Mercury:**
- .1 “Designated Substance – Mercury”
*O.Reg 844 (as amended by O.Reg
490/09)*
- .2 “General – Waste Management”
*O.Reg 347 (as amended by O.Reg
337/09)*
- .10 **Silica:** “Designated Substance – Silica”
O.Reg 845 (as amended by O.Reg 490/09)
- .11 **Vinyl Chloride:** “Designated Substance –
Vinyl Chloride” *O.Reg 846 (as amended by
O.Reg 490/09)*
- .3 All contractors requesting tenders from
subcontractors shall furnish this report to
subcontractors. **This report must be read in its
entirety including all text and tables.**

1.2 VALIDITY DATE

- .1 El Houcine Faouzi, Environmental Analyst of the
Environmental Services Directorate of the Real

Property Branch, PWGSC, conducted the on-site survey for this report on 2011/08/15.

- .2 The work area is located at the RCMP TPOF Site, 1426 St-Joseph Boulevard, Ottawa, Ontario. The scope of the work proposed consists of replacing and installing a water distribution system.
 - .1 The scope of work for this report involved a visual inspection of building materials and contents for the presence of suspected designated substances in the project areas on 2011/08/15.
 - .2 No sampling was required to complete this report.
 - .3 The surveys were limited to those areas, which could be accessed by non-destructive means. No confined space was accessed for the purpose of this report.
 - .4 Prior to beginning work, it must be confirmed with the Departmental Representative that no additional designated substances have been brought to the project area.
 - .5 In addition, the survey refers to PCBs and halocarbons; however, it does not refer to other substances that may be present in the day-to-day usage for specialized equipment or areas in buildings (i.e. lead shields, fume hoods, etc.).
 - .6 There is a possibility that materials which could not be reasonably identified within the scope of this assessment or which were not apparent during previous site visits may exist. Should any designated substance be encountered in the course of demolition, work must be stopped, preventative measures taken, and the Departmental Representative must be notified immediately. **Do not proceed until written instructions have been received.**

PART 2 - DESIGNATED SUBSTANCES

2.1 SURVEY RESULTS

- .1 **ACRYLONITRILE:** Not Identified
- .2 **ARSENIC:** Not Identified
- .3 **ASBESTOS:** Not Identified

- .4 **BENZENE:** Not Identified
- .5 **COKE OVEN EMISSIONS:** Not Identified
- .6 **ETHYLENE OXIDE:** Not Identified
- .7 **ISOCYANATES:** Not Identified
- .8 **LEAD:** Not Identified
- .9 **MERCURY:** Not Identified
- .10 **SILICA: Identified**

Crystalline silica is one of the most common minerals found on the surface of the earth. It may be found in a variety of forms the most common of which is quartz. Free silica exists in two main forms; amorphous silica and crystalline silica.

Activities that can produce significant amounts of crystalline silica includes blasting, crushing, loading and dumping of rock or materials containing crystalline silica; abrasive blasting using crystalline silica or material containing crystalline silica; demolition of materials containing crystalline silica and using compressed air to clean material containing crystalline silica.

Free crystalline silica is present in concrete throughout the project area.
- .11 **VINYL CHLORIDE MONOMER:** Not Identified
- .12 **POLYCHLORINATED BIPHENYLS (PCBs):** Not Identified
- .13 **HALOCARBONS:** Not Identified

2.2 RECOMMENDATIONS

1. SILICA

.1 Silica occurs as crystalline material in cement. Crystalline silica is regulated under "Designated Substance – Silica" *O.Reg 845* (as amended by *O.Reg 490/09*) of the *Occupational Health and Safety Act* as a Designated Substance.

.2 Silica dust can be generated through such processes as blasting, grinding, crushing, and sandblasting silica-containing material. Since silica is present in concrete within the project area, appropriate respiratory protection and ventilation must be donned during the demolition and modifications of these structures.

.3 The Occupational Health and Safety Branch of the MoL has published the document entitled "*Guideline: Silica on Construction Projects*". This document classifies the disturbance of materials containing silica as Type 1, Type 2 or Type 3 work, and assigns different levels of respiratory protection and work procedures for each classification. These work procedures should be followed when performing work involving the disturbance of silica-containing materials.

2. CONTRACTORS DUTIES

The contractor must review the designated substance report and take the necessary precautions to protect the health and safety of the workers and the environment. As per Section 30(4) of the *Ontario Occupational Health and Safety Act*, the party hiring the contractor (i.e. Departmental Representative) shall ensure that the contractor and subcontractor (if any) for the project has received a copy of the designated substance report prior to entering a binding contract for the supply of work on the project. As per Section 27(2) (a, b, and c) of the *Ontario Occupational Health and Safety Act*, while onsite, the contractor supervisor shall exercise every reasonable precaution for the protection of a worker. If you have any questions about the designated substance report, please contact the Departmental Representative.

END OF SECTION

Part 1 General

1.1 CASH ALLOWANCES

- .1 Include in total tender amount, cash allowances stated herein.
- .2 Cash allowances, unless otherwise specified, cover net cost to Contractor of services, products, construction machinery and equipment, freight, handling, unloading, storage installation and other authorized expenses incurred in performing Work.
- .3 The total tender amount, and not cash allowance, includes Contractor's overhead and profit in connection with such cash allowance.
- .4 The total tender amount will be adjusted by written order to provide for an excess or deficit to each cash allowance.
- .5 Where costs under a cash allowance exceed amount of allowance, Contractor will be compensated for excess incurred and substantiated plus an allowance for overhead and profit as set out in Contract Documents.
- .6 Progress payments on accounts of work authorized under cash allowances shall be included in Departmental Representative's monthly certificate for payment.
- .7 A schedule shall be prepared jointly by Departmental Representative and Contractor to show when items called for under cash allowances must be authorized by Departmental Representative for ordering purposes so that progress of Work will not be delayed.
- .8 Amount of each allowance, for Work specified in respective specification Sections is as follows:
 - .1 Section 33 11 16, include an allowance of \$ 50,000 for water permit for the following services:
 - .1 Item 3.22 - Flushing and disinfection of water main by the City of Ottawa.
 - .2 Item 3.23 - Connection to City of Ottawa St. Joseph Boulevard water main by City of Ottawa forces.
 - .3 Item 3.24 – Purchase of water meter from City of Ottawa.

Part 2 **Products**

2.1 **NOT USED**

.1 Not Used.

Part 3 **Execution**

3.1 **NOT USED**

.1 Not Used.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE

- .1 Submit to Departmental Representative submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with Work affected by submittal until review is complete.
- .3 Present shop drawings, product data, samples, and mock-ups in SI Metric units.
- .4 Where items or information is not produced in SI Metric units, converted values are acceptable. Review submittals prior to submission to Departmental Representative. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and considered rejected.
- .5 Notify Departmental Representative, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .6 Verify field measurements and affected adjacent Work are co-ordinated.
- .7 Contractor's responsibility for errors and omissions in submission is not relieved by Departmental Representative's review of submittals.
- .8 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Departmental Representative's review.
- .9 Keep one (1) reviewed copy of each submission on site.

1.2 SHOP DRAWINGS AND PRODUCT DATA

- .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures, and other data which are to be provided by Contractor to illustrate details of a portion of Work.
- .2 Where requested in documents submit shop drawings bearing stamp and signature of qualified professional Engineer registered or licensed in the Province of Ontario.
- .3 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross-references to design drawings and specifications.
- .4 Allow 5 days for Departmental Representative's review of each submission.
 - .1 The review is for the sole purpose of ascertaining conformance with the general design concept, and does not mean approval of the design details inherent in the shop drawings, responsibility for which shall remain with the Contractor. Such review shall not relieve the Contractor of responsibility for errors or omissions in the shop drawings or of his responsibility for meeting all requirements of the Contract Documents.

- .5 Adjustments made on shop drawings by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.
- .6 Make changes in shop drawings as Departmental Representative may require, consistent with Contract Documents. When resubmitting, notify Departmental Representative in writing of revisions other than those requested.
- .7 Accompany submissions with transmittal letter, in duplicate, containing:
 - .1 Date.
 - .2 Project title and number.
 - .3 Contractor's name and address.
 - .4 Identification and quantity of each shop drawing, product data and sample.
 - .5 Other pertinent data.
- .8 Submissions include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier/Manufacturer.
 - .4 Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
- .9 After Departmental Representative's review, distribute copies.
- .10 Submit electronic copy of shop drawings for each requirement requested in specification Sections and as Departmental Representative may reasonably request.
- .11 Submit electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Departmental Representative where shop drawings will not be prepared due to standardized manufacture of product.
 - .1 Delete information not applicable to project.
 - .2 Cross-reference product data information to applicable portions of Contract Documents.

- .12 Submit electronic copies of test reports for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Report signed by authorized official of testing laboratory that material, product, or system identical to material, product, or system to be provided has been tested in accord with specified requirements.
 - .2 Testing must have been performed within three (3) years of date of contract award for project.
- .13 Submit electronic copies of certificates for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system, or material attesting that product, system, or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.
- .14 Submit electronic copies of manufacturers instructions for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Pre-printed material describing installation of product, system, or material, including special notices and Material Safety Data Sheets concerning impedances, hazards, and safety precautions.
- .15 Submit electronic copies of Manufacturer's Field Reports for requirements requested in specification Sections and as requested by Departmental Representative. Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.
- .16 Submit electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Departmental Representative.
- .17 Delete information not applicable to project.
- .18 Supplement standard information to provide details applicable to project.
- .19 If upon review by Departmental Representative, no errors or omissions are discovered or if only minor corrections are made, reviewed shop drawings will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, a noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.

1.3 SAMPLES

- .1 Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples prepaid to Departmental Representative's site office.
- .3 Notify Departmental Representative, in writing, at time of submission of deviations in samples from requirements of Contract Documents.
- .4 Where colour, pattern or texture is criterion, submit full range of samples.
- .5 Adjustments made on samples by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.

- .6 Make changes in samples, which Departmental Representative may require, consistent with Contract Documents.
- .7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

1.4 PROGRESS PHOTOGRAPHS

- .1 Submit progress photographs.

1.5 CERTIFICATES AND TRANSCRIPTS

- .1 Immediately after award of Contract, submit Workers' Compensation Board status.
- .2 Submit transcription of insurance immediately after award of Contract.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 REFERENCES

- .1 Ontario Traffic Manual (OTM):
 - .1 Book 2 - Sign Design, Fabrication and Patterns. March 2005
 - .2 Book 7 - Temporary Conditions. March 2001.
- .2 Province of Ontario: Occupational Health and Safety Act and Regulation (OHSA and Regs.)
 - .1 Occupational Health and Safety Act, R.S.O. 1990 Updated 2005.
 - .2 Construction Regulation, Ontario Reg. 213/91.

1.2 PROTECTION OF PUBLIC TRAFFIC

- .1 Comply with requirements of Acts, Regulations and By-Laws in force for regulation of traffic or use of roadways upon or over which it is necessary to carry out Work or haul materials or equipment.
- .2 When working on travelled way:
 - .1 Place equipment in position to present minimum of interference and hazard to travelling public.
 - .2 Keep equipment units as close together as working conditions permit and preferably on same side of travelled way.
 - .3 Do not leave equipment on travelled way overnight.
- .3 Do not close any lanes of road without approval of Departmental Representative. Before re-routing traffic erect suitable signs and devices in accordance with instructions contained in Book 7 of OTM.
- .4 Keep travelled way graded, free of pot holes and of sufficient width for required number of lanes of traffic.
 - .1 Provide minimum 7 m wide temporary roadway for traffic in two-way sections through Work and on detours.
 - .2 Provide minimum 4 m wide temporary roadway for traffic in one-way sections through Work and on detours.
- .5 As required, provide gravelled detours or temporary roads to facilitate passage of traffic around restricted construction area.

1.3 INFORMATIONAL AND WARNING DEVICES

- .1 Provide and maintain signs, flashing warning lights, and other devices required to indicate construction activities or other temporary and unusual conditions resulting from Project Work which requires road user response. All traffic signs are to be in accordance with Book 2 of the OTM.
- .2 Supply and erect signs, delineators, barricades and miscellaneous warning devices as specified in Book 7 of the OTM.

- .3 Place signs and other devices in locations recommended in Book 7 of the OTM.
- .4 Meet with Departmental Representative prior to commencement of Work to prepare list of signs and other devices required for project. If situation on site changes, revise list to approval of Departmental Representative.
- .5 Continually maintain traffic control devices in use by:
 - .1 Checking signs daily for legibility, damage, suitability and location. Clean, repair or replace to ensure clarity and reflectance.
 - .2 Removing or covering signs which do not apply to conditions existing from day to day.

1.4 CONTROL OF PUBLIC TRAFFIC

- .1 Provide competent traffic control persons, trained and properly equipped in accordance with the OHSA and Regs.:
 - .1 When public traffic is required to pass working vehicles or equipment that block all or part of travelled roadway.
 - .2 When it is necessary to institute one-way traffic system through construction area or other blockage where traffic volumes are heavy, approach speeds are high and traffic signal system is not in use.
 - .3 When workmen or equipment are employed on travelled way over brow of hills, around sharp curves or at other locations where oncoming traffic would not otherwise have adequate warning.
 - .4 Where temporary protection is required while other traffic control devices are being erected or taken down.
 - .5 For emergency protection when other traffic control devices are not readily available.
 - .6 In situations where complete protection for workers, working equipment and public traffic is not provided by other traffic control devices.
- .2 At all times, where roadway, carrying two-way traffic, is restricted to one lane, for 24 hours each day, provide full time traffic control flag persons.

1.5 OPERATIONAL REQUIREMENTS

- .1 Maintain existing conditions for traffic throughout period of contract except that, when required for construction under contract and when measures have been taken as specified and approved by Departmental Representative. Refer to Section 01 00 10 – General Instructions for site operation requirements and restrictions.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 REFERENCES

- .1 Province of Ontario
 - .1 Occupational Health and Safety Act, R.S.O. 1990 Updated 2005.

1.2 SUBMITTALS

- .1 Submit site-specific Health and Safety Plan: Within 5 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
 - .1 Results of site specific safety hazard assessment.
 - .2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.
- .2 Submit 2 copies of Contractor's authorized representative's work site health and safety inspection reports to Departmental Representative weekly.
- .3 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .4 Submit copies of incident and accident reports.
- .5 Submit WHMIS MSDS - Material Safety Data Sheets in accordance with Section 01 00 10 – General Instructions.
- .6 Personnel training requirements including, but not limited to, the following:
 - .1 Training and qualifications of personnel and alternates responsible for site safety and health.
 - .2 Training requirements for hazards present on site.
 - .3 Training for use of personal protective equipment.
- .7 Departmental Representative will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 3 days after receipt of plan. Revise plan as appropriate and resubmit plan to Departmental Representative within 2 days after receipt of comments from Departmental Representative.
- .8 Departmental Representative's review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety.
- .9 On-site Contingency and Emergency Response Plan: address standard operating procedures to be implemented during emergency situations.

1.3 FILING OF NOTICE

- .1 File Notice of Project with Provincial authorities prior to beginning of Work.

1.4 SAFETY ASSESSMENT

- .1 Perform site specific safety hazard assessment related to project.

1.5 MEETINGS

- .1 Schedule and administer Health and Safety meeting with Departmental Representative prior to commencement of Work.

1.6 REGULATORY REQUIREMENTS

- .1 Comply with specified standards and regulations to ensure safe operations at site containing hazardous or toxic materials.

1.7 PROJECT/SITE CONDITIONS

- .1 Work at site will involve contact with:
 - .1 Vehicular Traffic.
 - .2 Heavy Construction Equipment.
 - .3 Rotating Objects.
 - .4 Overhead hoisting.

1.8 GENERAL REQUIREMENTS

- .1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.
- .2 Departmental Representative may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns. Relief from or substitution for any portion or provision of minimum Health and Safety Guidelines specified herein or reviewed site-specific Health and Safety Plan must be submitted to Departmental Representative in writing. Departmental Representative will respond in writing, either accepting or requesting improvements.

1.9 RESPONSIBILITY

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.10 COMPLIANCE REQUIREMENTS

- .1 Comply with Ontario Health and Safety Act, R.S.O.

1.11 UNFORSEEN HAZARDS

- .1 When unforeseen or peculiar safety-related factor, hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.

1.12 HEALTH AND SAFETY CO-ORDINATOR

- .1 Employ and assign to Work, competent and authorized representative as Health and Safety Co-ordinator. Health and Safety Co-ordinator must:
 - .1 Have working knowledge of occupational safety and health regulations.
 - .2 Be responsible for completing Contractor's Health and Safety Training Sessions and ensuring that personnel not successfully completing required training are not permitted to enter site to perform Work.
 - .3 Be responsible for implementing, enforcing daily and monitoring site-specific Contractor's Health and Safety Plan.
 - .4 Be on site during execution of Work site supervisor.

1.13 POSTING OF DOCUMENTS

- .1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on site in accordance with Acts and Regulations of Province having jurisdiction, and in consultation with Departmental Representative.

1.14 CORRECTION OF NON-COMPLIANCE

- .1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Departmental Representative.
- .2 Provide Departmental Representative with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 Departmental Representative may stop Work if non-compliance of health and safety regulations is not corrected.

1.15 BLASTING

- .1 Blasting or other use of explosives is not permitted.

1.16 POWDER ACTUATED DEVICES

- .1 Use powder actuated devices only after receipt of written permission from Departmental Representative.

1.17 WORK STOPPAGE

- .1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for Work.

Part 2 **Products**

2.1 **NOT USED**

.1 Not used.

Part 3 **Execution**

3.1 **NOT USED**

.1 Not used.

END OF SECTION

Part 1 General

1.1 FIRES

- .1 Fires and burning of rubbish on site not permitted.

1.2 DISPOSAL OF WASTES

- .1 Do not bury rubbish and waste materials on.
- .2 Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.

1.3 DRAINAGE

- .1 Provide temporary drainage and pumping as necessary to keep excavations and site free from water.
- .2 Do not pump water containing suspended materials into waterways, sewer or drainage systems.
- .3 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with local authority requirements.
- .4 Provide Erosion Control and Sediment Plan to Departmental Representative for review a minimum of 3 days prior to the start of on site work. This review is to ensure general compliance of the erosion control and sediment measures that will be enforce during the contract and does not alleviate the contractor of his obligations and responsibilities.

1.4 SITE CLEARING AND PLANT PROTECTION

- .1 Protect trees and plants on site and adjacent properties from all damage where indicated.
 - .1 Do not permit equipment, equipment exhaust, or stored material to come within the drip line of any tree, or in contact with any tree, shrub or plant unless otherwise in writing by the Departmental Representative.
 - .2 For work immediately adjacent to treed areas, separate work area from trees by providing snow fencing complete with "T" posts outside the furthest extent of the tree drip line for the full length of the work area. Do not encroach into this protected tree zone with equipment or materials.
 - .3 For isolated individual trees, encircle the tree outside of its drip line with snow fencing firmly attached to "T" posts.
 - .4 Continually monitor condition of snow fencing. Immediately make good any sagged or disturbed fencing.
 - .5 Do not cut or damage any trees or branches, shrubs or plants. Do not expose tree roots or root ball under any circumstances. Should tree branches be accidentally severed or tree roots exposed within excavations, immediately cover roots with wet burlap and protect from sunlight. Immediately notify the Departmental Representative and wait written instructions prior to proceeding.

- .2 In advance of any employees or subcontractors entering the work area, brief them on the requirements set out in clause 1.4.1
- .3 In advance of work, review on site with Departmental Representative proposed extent of fencing. Once reviewed and accepted by the Departmental Representative do not deviate from these measures.
- .4 Immediately notify the Departmental Representative of any activities that may require encroachment with the tree drip line and await written instructions to proceed.
- .5 Wrap in burlap, trees and shrubs adjacent to construction work, storage areas and trucking lanes, and encase with protective wood framework from grade level to height of 2 m.
- .6 Protect roots of designated trees to dripline during excavation and site grading to prevent disturbance or damage. Avoid unnecessary traffic, dumping and storage of materials over root zones.
- .7 Minimize stripping of topsoil and vegetation.

1.5 EROSION CONTROL AND SEDIMENT PLAN

- .1 Submit for review and approval of Engineering Erosion Control and Sediment Plan (ECSP). This review is to ensure general compliance of the erosion control and sediment measures that will be enforce during the contract and does not alleviate the contractor of his obligations and responsibilities.
 - .1 ECSP to identify procedures and temporary elements put in place during the execution of the work to prevent erosion and spread of sediment beyond the work limits.
 - .2 Measures of ECSP are to put into effect prior to commencement of main works.
 - .3 Once approved by Departmental Representative do not make changes to the ECSP without written approval of the Departmental Representative.
 - .4 Continually monitor effectiveness of erosion and sediment control measures installed under this contract. On a daily basis, check condition of erosion and sediment control measures. Repair any measures found damaged or defective.

1.6 VEHICLE REFUELING

- .1 Prior to commencing construction provide for review and approval of Departmental Representative vehicle refueling plan to be followed during execution of this work. The plan must also contain a list of spill equipment to be kept on site.
- .2 In the event of a spill, immediately notify the Departmental Representative.

1.7 POLLUTION CONTROL

- .1 Maintain temporary erosion and pollution control features installed under this contract.
- .2 Control emissions from equipment and plant to local authorities' emission requirements.
- .3 Cover or wet down dry materials and rubbish to prevent blowing dust and debris. Provide dust control for temporary roads.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 PROJECT CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, including that caused by Owner or other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site, unless approved by Departmental Representative.
- .3 Clear snow and ice from access to building, bank/pile snow in designated areas only as directed by Departmental Representative. Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .4 Provide on-site containers for collection of waste materials and debris.
- .5 Dispose of waste materials and debris as directed by Departmental Representative.
- .6 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .7 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .8 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .3 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .4 Remove waste products and debris including that caused by Owner or other Contractors.
- .5 Remove waste materials from site at regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site, unless approved by Departmental Representative.
- .6 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .7 Clean lighting reflectors, lenses, and other lighting surfaces.
- .8 Remove dirt and other disfiguration from exterior surfaces.
- .9 Sweep and wash clean paved areas. Clean equipment and fixtures to sanitary condition; clean or replace filters of mechanical equipment.
- .10 Remove snow and ice from access to building.

1.3 WASTE MANAGEMENT AND DISPOSAL

- .1 Not used.

Part 2 **Products**

2.1 **NOT USED**

.1 Not used.

Part 3 **Execution**

3.1 **NOT USED**

.1 Not used.

END OF SECTION

Part 1 General

1.1 REGULATIONS

- .1 Comply with the Environmental Protection Act, Ontario Regulations O. Reg. 102/04 and O. Reg. 103/94 for waste management programs on construction and demolition projects.

1.2 DEFINITIONS

- .1 Waste Audit (WA): Relates to projected waste generation. Involves measuring and estimating quantity and composition of waste, reasons for waste generation, and operational factors which contribute to waste.
- .2 Waste Reduction Workplan (WRW): Written report which addresses opportunities for reduction, reuse, or recycling of materials. WRW is based on information acquired from WA.

1.3 WASTE AUDIT (WA)

- .1 Conduct a "waste audit" to determine the waste generated during demolition or construction operations, prepare written "waste reduction workplan" and implement procedures to reduce, reuse and recycle materials to the extent possible

1.4 WASTE REDUCTION WORKPLAN (WRW)

- .1 Within ten days of Award of Contract, submit for review by the Departmental Representative a detailed "Waste Reduction Workplan" for the project. Include procedures for disposal of demolition and construction waste materials..

1.5 SOURCE SEPARATION PROGRAM

- .1 Provide a "source separation program" to disassemble and collect in an orderly fashion the materials identified in the "waste audit" that were designated for "alternative disposal" from "general waste" stream.

1.6 CONSTRUCTION PERSONNEL BRIEFING

- .1 All construction personnel shall be fully briefed on the waste management workplan and shall be required to conform to it for all aspects of the work. The contractor shall be responsible for the enforcement of this requirement. The Departmental Representative reserves the right to require the dismissal from the site personnel who fail to comply with the requirements of the waste management workplan.

1.7 STORAGE, HANDLING AND PROTECTION

- .1 Place materials defined as hazardous or toxic in designated containers.
- .2 Ensure emptied containers are sealed and stored safely.

1.8 RECORDS

- .1 Submit complete records of all removals from the site to the Departmental Representative for both "materials designated for alternative disposal" and "general waste" including:
 - .1 Time and date of removal
 - .2 Description of material and quantities by weight in kilograms.
 - .3 Proof that materials have been received at an Approved Waste Processing Site or certified Waste Disposal Site as required.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 APPLICATION

- .1 Do Work in compliance with WRW.
- .2 Handle waste materials not reused, salvaged, or recycled in accordance with appropriate regulations and codes.

END OF SECTION

Part 1 General

1.1 SUBMITTALS

- .1 Submittals: in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Prepare instructions and data using personnel experienced in maintenance and operation of described products.
- .3 Copy will be returned after final inspection, with Departmental Representative's comments.
- .4 Revise content of documents as required prior to final submittal.
- .5 Two (2) weeks prior to Substantial Performance of the Work, submit to the Departmental Representative, four final copies of operating and maintenance manuals in English.
- .6 Ensure spare parts, maintenance materials and special tools provided are new, undamaged or defective, and of same quality and manufacture as products provided in Work.
- .7 Furnish evidence, if requested, for type, source and quality of products provided.
- .8 Defective products will be rejected, regardless of previous inspections. Replace products at own expense.
- .9 Pay costs of transportation.

1.2 FORMAT

- .1 Organize data as instructional manual.
- .2 Binders: vinyl, hard covered, 3 'D' ring, loose leaf 219 mm x 279 mm with spine and face pockets.
- .3 When multiple binders are used correlate data into related consistent groupings. Identify contents of each binder on spine.
- .4 Cover: identify each binder with type or printed title 'Project Record Documents'; list title of project and identify subject matter of contents.
- .5 Arrange content by systems, process flow, under Section numbers and sequence of Table of Contents.
- .6 Provide tabbed flyleaf for each separate product and system, with typed description of product and major component parts of equipment.
- .7 Text: manufacturer's printed data, or typewritten data.
- .8 Drawings: provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- .9 Provide 1:1 scaled CAD files in dwg format on CD.

1.3 CONTENTS - EACH VOLUME

- .1 Table of Contents: provide title of project; Date of submission; names.

- .1 Addresses, and telephone numbers of Consultant and Contractor Design-Builder with name of responsible parties.
- .2 Schedule of products and systems, indexed to content of volume.
- .2 For each product or system:
 - .1 List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
- .3 Product Data: mark each sheet to identify specific products and component parts, and data applicable to installation; delete inapplicable information.
- .4 Drawings: supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams.

1.4 AS-BUILTS AND SAMPLES

- .1 Maintain, in addition to requirements in General Conditions, at site for Departmental Representative, one (1) record copy of:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Change Orders and other modifications to Contract.
 - .5 Reviewed shop drawings, product data, and samples.
 - .6 Field test records.
 - .7 Inspection certificates.
 - .8 Manufacturer's certificates.
- .2 Store record documents and samples in field office apart from documents used for construction. Provide files, racks, and secure storage.
- .3 Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters.
- .4 Maintain record documents in clean, dry and legible condition. Do not use record documents for construction purposes.
- .5 Keep record documents and samples available for inspection by Departmental Representative .

1.5 RECORDING ACTUAL SITE CONDITIONS

- .1 Record information on set of drawings, and in copy of Project Manual, provided by Departmental Representative.
- .2 Provide felt tip marking pens, maintaining separate colours for each major system, for recording information.
- .3 Record information concurrently with construction progress. Do not conceal Work until required information is recorded.
 - .1 Drawings are to be submitted for review by the Departmental Representative at the regularly scheduled construction project meetings.
 - .2 Store drawings on site in a clean dry area.
 - .3 Make drawings available for review when requested by Departmental Representative.

-
- .4 Just prior to Departmental Representative's inspection for issuance of final certificate of completion, supply to the Departmental Representative one (1) set of white prints with all deviations neatly inked in. In addition, provide a complete colour scan of said final marked up drawings and submit each drawing in electronic PDF format to the Departmental Representative. The Departmental Representative will provide one set of clean white prints for this purpose.
 - .5 Contract Drawings and shop drawings: mark each item to record actual construction, including:
 - .1 Measured depths of elements of foundation in relation to finish first floor datum.
 - .2 Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - .3 Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction.
 - .4 Field changes of dimension and detail.
 - .5 Changes made by change orders.
 - .6 Details not on original Contract Drawings.
 - .7 References to related shop drawings and modifications.
 - .8 Open Cut Installation:
 - .1 Top of pipe elevation, minimum every 12m.
 - .2 Location of all fittings and valves, including elevations to geodetic benchmark.
 - .3 Pipe inverts at each manhole and catch basin.
 - .4 Pipe size.
 - .5 Vertical and horizontal location of every service crossing
 - .9 Trenchless Installation
 - .1 Depth of cover and horizontal alignment, minimum every 12m.
 - .2 Location of all fittings and valves, including elevations to geodetic benchmark.
 - .3 Pipe size.
 - .4 Vertical and horizontal location of every service crossing exposed during installation.
 - .6 Specifications: mark each item to record actual construction, including:
 - .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
 - .2 Changes made by Addenda and change orders.
 - .7 Other Documents: maintain manufacturer's certifications, inspection certifications, field test records, required by individual specifications sections.

1.6 FINAL SURVEY

- .1 Submit final site survey certificate stating that completed works are in conformance, and outlining any agreed non-conforming aspects formally accepted in writing by the Departmental Representative.

1.7 EQUIPMENT AND SYSTEMS

- .1 Each Item of Equipment and Each System: include description of unit or system, and component parts. Give function, normal operation characteristics, and limiting conditions. Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
- .2 Panel board circuit directories: provide electrical service characteristics, controls, and communications.
- .3 Include installed colour coded wiring diagrams.
- .4 Operating Procedures: include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- .5 Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- .6 Provide servicing and lubrication schedule, and list of lubricants required.
- .7 Include manufacturer's printed operation and maintenance instructions.
- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide Contractor's co-ordination drawings, with installed colour coded piping diagrams.
- .12 Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- .13 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .14 Additional requirements: as specified in individual specification sections.

1.8 MATERIALS AND FINISHES

- .1 Building Products, Applied Materials, and Finishes: include product data, with catalogue number, size, composition, and colour and texture designations. Provide information for re-ordering custom manufactured products.
- .2 Instructions for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .3 Moisture-Protection and Weather-Exposed Products: include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .4 Additional Requirements: as specified in individual specifications sections.

1.9 WARRANTIES AND BONDS

- .1 Develop warranty management plan to contain information relevant to Warranties.
- .2 Submit warranty management plan, thirty (30) days before planned pre-warranty conference, to Departmental Representative for approval.

- .3 Warranty management plan to include required actions and documents to assure that receives warranties to which it is entitled.
- .4 Provide plan in narrative form and contain sufficient detail to make it suitable for use by future maintenance and repair personnel.
- .5 Submit, warranty information made available during construction phase, to Departmental Representative for approval prior to each monthly pay estimate.
- .6 Assemble approved information in binder and submit upon acceptance of work. Organize binder as follows:
 - .1 Separate each warranty or bond with index tab sheets keyed to Table of Contents listing.
 - .2 List subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.
 - .3 Obtain warranties and bonds, executed in duplicate by subcontractors, suppliers, and manufacturers, within ten (10) days after completion of applicable item of work.
 - .4 Verify that documents are in proper form, contain full information, and are notarized.
 - .5 Co-execute submittals when required.
 - .6 Retain warranties and bonds until time specified for submittal.
- .7 Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial Performance is determined.
- .8 Conduct joint 4-month and 9-month warranty inspection, measured from time of acceptance by Departmental Representative.
- .9 Include information contained in warranty management plan as follows:
 - .1 Roles and responsibilities of personnel associated with warranty process, including points of contact and telephone numbers within the organizations of Contractors, subcontractors, manufacturers or suppliers involved.
 - .2 Listing and status of delivery of Certificates of Warranty for extended warranty items, to include pumps, motors, transformers, and commissioned systems such as alarm systems.
 - .3 Provide list for each warranted equipment, item, feature of construction or system indicating:
 - .1 Name of item.
 - .2 Model and serial numbers.
 - .3 Location where installed.
 - .4 Name and phone numbers of manufacturers or suppliers.
 - .5 Names, addresses and telephone numbers of sources of spare parts.
 - .6 Warranties and terms of warranty: include one-year overall warranty of construction. Indicate items that have extended warranties and show separate warranty expiration dates.
 - .7 Cross-reference to warranty certificates as applicable.
 - .8 Starting point and duration of warranty period.
 - .9 Summary of maintenance procedures required to continue warranty in force.

- .10 Cross-Reference to specific pertinent Operation and Maintenance manuals.
- .11 Organization, names and phone numbers of persons to call for warranty service.
- .12 Typical response time and repair time expected for various warranted equipment.
- .4 Contractor's plans for attendance at 4 and 9 month post-construction warranty inspections.
- .5 Procedure and status of tagging of equipment covered by extended warranties.
- .6 Post copies of instructions near selected pieces of equipment where operation is critical for warranty and/or safety reasons.
- .10 Respond in a timely manner to oral or written notification of required construction warranty repair work.
- .11 Written verification will follow oral instructions. Failure to respond will be cause for the Departmental Representative to proceed with action against Contractor.

1.10 PRE-WARRANTY CONFERENCE

- .1 Meet with Departmental Representative, to develop understanding of requirements of this section. Schedule meeting prior to contract completion, and at time designated by Departmental Representative.
- .2 Departmental Representative will establish communication procedures for:
 - .1 Notification of construction warranty defects.
 - .2 Determine priorities for type of defect.
 - .3 Determine reasonable time for response.
- .3 Provide name, telephone number and address of licensed and bonded company that is authorized to initiate and pursue construction warranty work action.
- .4 Ensure contact is located within local service area of warranted construction, is continuously available, and is responsive to inquiries for warranty work action.

1.11 WARRANTY TAGS

- .1 Tag, at time of installation, each warranted item. Provide durable, oil and water resistant tag approved by Departmental Representative.
- .2 Attach tags with copper wire and spray with waterproof silicone coating.
- .3 Leave date of acceptance until project is accepted for occupancy.
- .4 Indicate following information on tag:
 - .1 Type of product/material.
 - .2 Model number.
 - .3 Serial number.
 - .4 Contract number.
 - .5 Warranty period.
 - .6 Inspector's signature.
 - .7 Construction Contractor.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 Section Includes:
 - .1 General requirements relating to commissioning of project's components and systems, specifying general requirements to PV of components, equipment, sub-systems, systems, and integrated systems.
- .2 Acronyms:
 - .1 AFD - Alternate Forms of Delivery, service provider.
 - .2 BMM - Building Management Manual.
 - .3 Cx - Commissioning.
 - .4 EMCS - Energy Monitoring and Control Systems.
 - .5 O&M - Operation and Maintenance.
 - .6 PI - Product Information.
 - .7 PV - Performance Verification.
 - .8 TAB - Testing, Adjusting and Balancing.

1.2 GENERAL

- .1 Cx is a planned program of tests, procedures and checks carried out systematically on systems and integrated systems of the finished Project. Cx is performed after systems and integrated systems are completely installed, functional and Contractor's Performance Verification responsibilities have been completed and approved. Objectives:
 - .1 Verify installed equipment, systems and integrated systems operate in accordance with contract documents and design criteria and intent.
 - .2 Ensure appropriate documentation is compiled into the BMM.
 - .3 Effectively train O&M staff.
- .2 Contractor assists in Cx process, operating equipment and systems, troubleshooting, and making adjustments as required.
 - .1 Systems to be operated at full capacity under various modes to determine if they function correctly and consistently at peak efficiency. Systems to be used interactively with each other as intended in accordance with Contract Documents and design criteria.
 - .2 During these checks, adjustments to be made to enhance performance to meet environmental or user requirements.
- .3 Design Criteria: as per client's requirements or determined by designer. To meet Project functional and operational requirements.
- .4 For AFD-managed projects, the term Departmental Representative in Cx specifications to be interpreted as AFD Service Provider.

1.3 COMMISSIONING OVERVIEW

- .1 Cx to be a line item of Contractor's cost breakdown.
- .2 Cx activities supplement field quality and testing procedures described in relevant technical sections.

-
- .3 Cx is conducted in concert with activities performed during stage of project delivery. Cx identifies issues in Planning and Design stages which are addressed during Construction and Cx stages to ensure the built facility is constructed and proven to operate satisfactorily under weather, environmental, and occupancy conditions to meet functional and operational requirements. Cx activities include transfer of critical knowledge to facility operational personnel.
 - .4 Departmental Representative will issue Interim Acceptance Certificate when:
 - .1 Completed Cx documentation has been received, reviewed for suitability and approved by Departmental Representative.
 - .2 Equipment, components, and systems have been commissioned.
 - .3 O&M training has been completed.

1.4 NON-CONFORMANCE TO PERFORMANCE VERIFICATION REQUIREMENTS

- .1 Should equipment, system components, and associated controls be incorrectly installed or malfunction during Cx, correct deficiencies, re-verify equipment and components within the non-functional system, including related systems as deemed required by Departmental Representative to ensure effective performance.
- .2 Costs for corrective work, additional tests, inspections, to determine acceptability and proper performance of such items to be borne by Contractor. Above costs to be in form of progress payment reductions or hold-back assessments.

1.5 PRE-CX REVIEW

- .1 Before Construction:
 - .1 Review contract documents, confirm by writing to Departmental Representative.
 - .1 Adequacy of provisions for Cx.
 - .2 Aspects of design and installation pertinent to success of Cx.
- .2 During Construction:
 - .1 Co-ordinate provision, location and installation of provisions for Cx.
- .3 Before start of Cx:
 - .1 Have completed Cx Plan up-to-date.
 - .2 Ensure installation of related components, equipment, sub-systems, systems is complete.
 - .3 Fully understand Cx requirements and procedures.
 - .4 Have Cx documentation shelf-ready.
 - .5 Understand completely design criteria and intent and special features.
 - .6 Submit complete start-up documentation to Departmental Representative.
 - .7 Have Cx schedules up-to-date.
 - .8 Ensure systems have been cleaned thoroughly.
 - .9 Complete TAB procedures on systems, submit TAB reports to Departmental Representative for review and approval.
 - .10 Ensure "As-Built" system schematics are available.
- .4 Inform Departmental Representative in writing of discrepancies and deficiencies on finished works.

1.6 CONFLICTS

- .1 Report conflicts between requirements of this section and other sections to Departmental Representative before start-up and obtain clarification.
- .2 Failure to report conflict and obtain clarification will result in application of most stringent requirement.

1.7 SUBMITTALS

- .1
 - .1 Submit no later than four (4) weeks after award of Contract:
 - .1 Name of Contractor's Cx agent.
 - .2 Draft Cx documentation.
 - .3 Preliminary Cx schedule.
 - .2 Request in writing to Departmental Representative for changes to submittals and obtain written approval at least eight (8) weeks prior to start of Cx.
 - .3 Submit proposed Cx procedures to Departmental Representative where not specified and obtain written approval at least eight (8) weeks prior to start of Cx.
 - .4 Provide additional documentation relating to Cx process as required by[Departmental Representative.

1.8 COMMISSIONING DOCUMENTATION

- .1 Refer to Section 01 91 33 - Commissioning (Cx) Forms: Installation Check Lists and Product Information (PI) / Performance Verification (PV) Forms for requirements and instructions for use.
- .2 Departmental Representative to review and approve Cx documentation.
- .3 Provide completed and approved Cx documentation to Departmental Representative.

1.9 COMMISSIONING SCHEDULE

- .1 Provide detailed Cx schedule as part of construction schedule.
- .2 Provide adequate time for Cx activities prescribed in technical sections and commissioning sections including:
 - .1 Approval of Cx reports.
 - .2 Verification of reported results.
 - .3 Repairs, retesting, re-commissioning, re-verification.
 - .4 Training.

1.10 COMMISSIONING MEETINGS

- .1 Convene Cx meetings following project meetings.
- .2 Purpose: To resolve issues, monitor progress, and identify deficiencies relating to Cx.
- .3 Continue Cx meetings on regular basis until commissioning deliverables have been addressed.
- .4 At 60% construction completion stage, Departmental Representative to call a separate Cx scope meeting to review progress, discuss schedule of equipment start-up activities, and prepare for Cx. Issues at meeting to include:

-
- .1 Review duties and responsibilities of Contractor and subcontractors, addressing delays and potential problems.
 - .2 Determine the degree of involvement of trades and manufacturer's representatives in the commissioning process.
 - .5 Thereafter, Cx meetings to be held until project completion and as required during equipment start-up and functional testing period.
 - .6 Meeting will be chaired by Departmental Representative, who will record and distribute minutes.
 - .7 Ensure subcontractors and relevant manufacturer representatives are present at 60% and subsequent Cx meetings and as required.

1.11 STARTING AND TESTING

- .1 Contractor assumes liabilities and costs for inspections. Including disassembly and re-assembly after approval, starting, testing and adjusting, including supply of testing equipment.

1.12 WITNESSING OF STARTING AND TESTING

- .1 Provide fourteen (14) days notice prior to commencement.
- .2 Departmental Representative to witness of start-up and testing.
- .3 .3 Contractor's Cx Agent to be present at tests performed and documented by sub-trades, suppliers and equipment manufacturers.

1.13 MANUFACTURER'S INVOLVEMENT

- .1 Not used.

1.14 PROCEDURES

- .1 Verify that equipment and systems are complete, clean, and operating in normal and safe manner prior to conducting start-up, testing and Cx.
- .2 Conduct start-up and testing in following distinct phases:
 - .1 Included in delivery and installation:
 - .1 Verification of conformity to specification, approved shop drawings and completion of PI report forms.
 - .2 Visual inspection of quality of installation.
 - .2 Start-up: follow accepted start-up procedures.
 - .3 Operational testing: document equipment performance.
 - .4 System PV: include repetition of tests after correcting deficiencies.
 - .5 Post-substantial performance verification: to include fine-tuning.
- .3 Correct deficiencies and obtain approval from Departmental Representative after distinct phases have been completed and before commencing next phase.
- .4 Document require tests on approved PV forms.
- .5 Failure to follow accepted start-up procedures will result in re-evaluation of equipment by an independent testing agency selected by Departmental Representative. If results reveal that equipment start-up was not in accordance with requirements, and resulted in damage to equipment, implement following:

- .1 Minor equipment/systems: implement corrective measures approved by Departmental Representative.
- .2 Major equipment/systems: if evaluation report concludes that damage is minor, implement corrective measures approved by Departmental Representative.
- .3 If evaluation report concludes that major damage has occurred, Departmental Representative shall reject equipment.
 - .1 Rejected equipment to be removed from site and replace with new.
 - .2 Subject new equipment/systems to specified start-up procedures.

1.15 START-UP DOCUMENTATION

- .1 Assemble start-up documentation and submit to Departmental Representative for approval before commencement of commissioning.
- .2 Start-up documentation to include:
 - .1 Factory and on-site test certificates for specified equipment.
 - .2 Pre-start-up inspection reports.
 - .3 Signed installation/start-up check lists.
 - .4 Start-up reports,
 - .5 Step-by-step description of complete start-up procedures, to permit Departmental Representative to repeat start-up at any time.

1.16 OPERATION AND MAINTENANCE OF EQUIPMENT AND SYSTEMS

- .1 After start-up, operate and maintain equipment and systems as directed by equipment/system manufacturer.
- .2 With assistance of manufacturer, develop written maintenance program and submit to Departmental Representative for approval before implementation.
- .3 Operate and maintain systems for length of time required for commissioning to be completed.
- .4 After completion of commissioning, operate and maintain systems until issuance of certificate of interim acceptance.

1.17 TEST RESULTS

- .1 If start-up, testing and/or PV produce unacceptable results, repair, replace or repeat specified starting and/or PV procedures until acceptable results are achieved.
- .2 Provide manpower and materials, assume costs for re-commissioning.

1.18 START OF COMMISSIONING

- .1 Notify Departmental Representative at least twenty-one (21) days prior to start of Cx.
- .2 Start Cx after elements of building affecting start-up and performance verification of systems have been completed.

1.19 INSTRUMENTS / EQUIPMENT

- .1 Submit to Departmental Representative for review and approval:
 - .1 Complete list of instruments proposed to be used.

.2 Listed data including, serial number, current calibration certificate, calibration date, calibration expiry date and calibration accuracy.

.2 Provide the following equipment as required.

1.20 COMMISSIONING PERFORMANCE VERIFICATION

.1 Carry out Cx:

.1 Under actual operating conditions, over entire operating range, in all modes.

.2 On independent systems and interacting systems.

.2 Cx procedures to be repeatable and reported results are to be verifiable.

.3 Follow equipment manufacturer's operating instructions.

.4 EMCS trending to be available as supporting documentation for performance verification.

1.21 WITNESSING COMMISSIONING

.1 Departmental Representative to witness activities and verify results.

1.22 AUTHORITIES HAVING JURISDICTION

.1 Where specified start-up, testing, or commissioning procedures duplicate verification requirements of authority having jurisdiction, arrange for authority to witness procedures so as to avoid duplication of tests and to facilitate expedient acceptance of facility.

.2 Obtain certificates of approval, acceptance and compliance with rules and regulation of authority having jurisdiction.

.3 Provide copies to Departmental Representative within ten (10) days of test and with Cx report.

1.23 COMMISSIONING CONSTRAINTS

.1 Not used.

1.24 EXTRAPOLATION OF RESULTS

.1 Where Cx of weather, occupancy, or seasonal-sensitive equipment or systems cannot be conducted under near-rated or near-design conditions, extrapolate part-load results to design conditions when approved by Departmental Representative in accordance with equipment manufacturer's instructions, using manufacturer's data, with manufacturer's assistance and using approved formulae.

1.25 EXTENT OF VERIFICATION

.1 Number and location to be at discretion of Departmental Representative.

.2 Conduct tests repeated during verification under same conditions as original tests, using same test equipment, instrumentation.

.3 Review and repeat commissioning of systems if inconsistencies found in more than 20% of reported results.

.4 Perform additional commissioning until results are acceptable to Departmental Representative.

1.26 REPEAT VERIFICATIONS

- .1 Assume costs incurred by Departmental Representative for third and subsequent verifications where:
 - .1 Verification of reported results fail to receive Departmental Representative's approval.
 - .2 Repetition of second verification again fails to receive approval.
 - .3 Departmental Representative deems Contractor's request for second verification was premature.

1.27 SUNDRY CHECKS AND ADJUSTMENTS

- .1 Make adjustments and changes that become apparent as Cx proceeds.
- .2 Perform static and operational checks as applicable and as required.

1.28 DEFICIENCIES, FAULTS, DEFECTS

- .1 Correct deficiencies found during start-up and Cx to satisfaction of Departmental Representative.
- .2 Report problems, faults, or defects affecting Cx to Departmental Representative in writing. Stop Cx until problems are rectified. Proceed with written approval from Departmental Representative.

1.29 COMPLETION OF COMMISSIONING

- .1 Upon completion of Cx leave systems in normal operating mode.
- .2 Except for warranty and seasonal verification activities specified in Cx specifications, complete Cx prior to issuance of Interim Certificate of Completion.
- .3 Cx to be considered complete when contract Cx deliverables have been submitted and accepted by Departmental Representative.

1.30 ACTIVITIES UPON COMPLETION OF COMMISSIONING

- .1 When changes are made to baseline components or system settings established during Cx process, provide updated Cx form for affected item.

1.31 TRAINING

- .1 Not used.

1.32 MAINTENANCE MATERIALS, SPARE PARTS, SPECIAL TOOLS

- .1 Supply, deliver, and document maintenance materials, spare parts, and special tools as specified in contract.

1.33 OCCUPANCY

- .1 Cooperate fully with Departmental Representative during stages of acceptance and occupancy of facility.

1.34 INSTALLED INSTRUMENTATION

- .1 Use instruments installed under Contract for TAB and PV if:
 - .1 Accuracy complies with these specifications.

- .2 Calibration certificates have been deposited with Departmental Representative.
- .2 Calibrated EMCS sensors may be used to obtain performance data provided that sensor calibration has been completed and accepted.

1.35 PERFORMANCE VERIFICATION TOLERANCES

- .1 Application tolerances:
 - .1 Specified range of acceptable deviations of measured values from specified values or specified design criteria. Except for special areas, to be within +/- 10% of specified values.
- .2 Instrument accuracy tolerances:
 - .1 To be of higher order of magnitude than equipment or system being tested.
- .3 Measurement tolerances during verification:
 - .1 Unless otherwise specified actual values to be within +/- 2% of recorded values.

1.36 OWNER'S PERFORMANCE TESTING

- .1 Performance testing of equipment or system by Departmental Representative will not relieve Contractor from compliance with specified start-up and testing procedures.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 Section Includes:
 - .1 Commissioning forms to be completed for equipment, system, and integrated system.

1.2 INSTALLATION/START-UP CHECK LISTS

- .1 Include the following data:
 - .1 Product manufacturer's installation instructions and recommended checks.
 - .2 Special procedures as specified in relevant technical sections.
 - .3 Items considered good installation and engineering industry practices deemed appropriate for proper and efficient operation.
- .2 Equipment manufacturer's installation/start-up checklists are acceptable for use. As deemed necessary by Departmental Representative, supplemental additional data lists will be required for specific project conditions.
- .3 Use check lists for equipment installation. Document checklist verifying checks have been made; indicate deficiencies and corrective action taken.
- .4 Installer to sign check lists upon completion, certifying stated checks and inspections have been performed. Return completed check lists to Departmental Representative. Check lists will be required during Commissioning and will be included in Building Maintenance Manual (BMM) at completion of project.
- .5 Use of check lists will not be considered part of commissioning process but will be stringently used for equipment pre-start and start-up procedures.

1.3 PRODUCT INFORMATION (PI) REPORT FORMS

- .1 Product Information (PI) forms compiles gathered data on items of equipment produced by equipment manufacturer, includes nameplate information, parts list, operating instructions, maintenance guidelines and pertinent technical data and recommended checks that is necessary to prepare for start-up and functional testing and used during operation and maintenance of equipment. This documentation is included in the BMM at completion of work.
- .2 Prior to Performance Verification (PV) of systems complete items on PI forms related to systems and obtain Departmental Representative's approval.

1.4 PERFORMANCE VERIFICATION (PV) FORMS

- .1 PV forms to be used for checks, running dynamic tests and adjustments carried out on equipment and systems to ensure correct operation, efficiently and function independently and interactively with other systems as intended with project requirements.
- .2 PV report forms include those developed by Contractor records measured data and readings taken during functional testing and Performance Verification procedures.
- .3 Prior to PV of integrated system, complete PV forms of related systems and obtain Departmental Representative's approval.

1.5 SAMPLES OF COMMISSIONING FORMS

- .1 Not used

1.6 CHANGES AND DEVELOPMENT OF NEW REPORT FORMS

- .1 When additional forms are required, but are not available from Departmental Representative, develop appropriate verification forms and submit to Departmental Representative for approval prior to use.
 - .1 Additional commissioning forms to be in same format as provided by Departmental Representative.

1.7 COMMISSIONING FORMS

- .1 Use Commissioning forms to verify installation and record performance when starting equipment and systems.
- .2 Strategy for Use:
 - .1 Departmental Representative may provide Contractor with project-specific Commissioning forms with Specification data included.
 - .2 Contractor will provide required shop drawings information and verify correct installation and operation of items indicated on these forms.
 - .3 Confirm operation as per design criteria and intent.
 - .4 Identify variances between design and operation and reasons for variances.
 - .5 Verify operation in specified normal and emergency modes and under specified load conditions.
 - .6 Record analytical and substantiating data.
 - .7 Verify reported results.
 - .8 Form to bear signatures of recording technician and reviewed and signed off by Departmental Representative.
 - .9 Submit immediately after tests are performed.
 - .10 Reported results in true measured SI unit values.
 - .11 Provide Departmental Representative with originals of completed forms.
 - .12 Maintain copy on site during start-up, testing and commissioning period.
 - .13 Forms to be both hard copy and electronic format with typed-written results in Building Management Manual.

1.8 LANGUAGE

- .1 To suit the language profile of the awarded contract.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION